

Action  
ER 86-1926

# **OFFICE OF CONGRESSIONAL AFFAIRS**

## **Routing Slip**

	ACTION	INFO
1. D/OCA		X
2. DD/Legislation		X
3. DD/Senate Affairs		X
4. Ch/Senate Affairs		
5. DD/House Affairs		X
6. Ch/House Affairs		
7. Admin Officer		
8. Executive Officer	X	
9. FOIA Officer		
10. Constituent Inquiries Officer		
11.		
12.		

SUSPENSE

8/05/3

Date

Action Officer:

Remarks:

30 / 7 May 36  
Name/Date

**EXECUTIVE SECRETARIAT**  
ROUTING SLIP

TO:

		ACTION	INFO	DATE	INITIAL
1	DCI		X		
2	DDCI		X		
3	EXDIR	X			
4	D/ICS				
5	DDI	X			
6	DDA	X			
7	DDO	X			
8	DDS&T	X			
9	Chm/NIC	X			
10	GC	X			
11	IG	X			
12	Compt	X			
13	D/OLL	X			
14	D/PAO	X			
15	D/PERS				
16	VC/NIC		X		
17	C/S		X		
18	ES		X		
19					
20					
21					
22					

SUSPENSE \_\_\_\_\_  
Date \_\_\_\_\_

Remarks To All: Please see that all your people are reminded of, and comply with, this continuing policy.

Executive Secretary

6 May 86

Date

CONFIDENTIAL

86- 1926

5 May 1986

NOTE TO: EXDIR  
DDI  
DDO  
DDS&T  
DDA  
GC  
IG  
Comptroller

OCA FILE DLH  
RECPT # \_\_\_\_\_

FROM: Deputy Director of Central Intelligence

SUBJECT: PFIAB and Congressional Staff Inquiries

1. It is becoming increasingly difficult to monitor inquiries and tasking coming into the Agency from the PFIAB staff and Congressional Staffs, particularly when these are done informally either by telephone or personally.

2. In order to allow for rational management of our responses to inquiries from the PFIAB and Congressional Staffs, it is essential that this work be channeled through a single focal point. Neither the problem nor the solution are new, but it is imperative that your staffs be instructed to abide by the following:

- All PFIAB staff inquiries and tasking should be done through the office of the Executive Director. If contacted directly by the PFIAB staff, you should refer them to the EXDIR's office without making any commitments.
- All Congressional inquiries should be referred to the Office of Congressional Affairs. This includes inquiries from the General Accounting Office, Congressional Research Office, the Office of Technology Assessment and the Congressional Budget Office.

Robert M. Gates

cc: D/OCA

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CL BY SIGNER

DECL OADR